

From : [REDACTED]

Date Sent : 04/09/2014 20:33:58

Subject : [RE: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland](#)

[REDACTED]

Further to my recent email, please find attached a copy of the current draft of the **User Guide**. There are still further sections to be included, but this draft will show you the range and type of evidence which we are planning to publish in various sections within the Guide. For info, I have also sent a copy of this draft to the assessment team.

We have also prepared a skeleton as to what we believe the “**framework of assurance**” for Recorded Crime would look like. This is currently being reviewed internally but I would hope to be able to send you a draft early next week.

However it might be helpful to highlight one definitional/conceptual consideration – we see the framework of assurance as the sum of all things that are done to provide assurance about the quality of the data and statistics. The bulk of this proposal would be focussed on what we’ve termed the ‘description of the framework of assurance’ the purpose of which is to provide transparency and clarity to users about what is done to assure the quality of the statistics. The text within this description of the framework could be restricted to giving an overview of that particular section with links to other documents that contain the bulk of the information. In drawing up this framework, we consider there to be four key documents that should provide the assurance required, namely i) a document which brings together all the information relating to the administrative system for collecting the data and the context within which it operates within Police Scotland, ii) a document describing the relationship between Police Scotland and the SG in terms of statistics production, iii) Statement of Administrative Sources and iv) a document describing the SG’s judgement of the quality of the data, including audit information, and the implications for the use of the statistics.

Kind regards,

[REDACTED]

[REDACTED]

Justice Analytical Services

Scottish Government
[REDACTED]

From: [REDACTED]

Sent: 04 September 2014 15:03

To: [REDACTED]

Subject: Re: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED],

Thanks for your email and for sending through the information and attachments. [REDACTED] and I can certainly talk through your plans with you and offer any thoughts if we see any ways in which we think you could strengthen your plans. Obviously though the final word as to whether your plans are sufficient to meet the requirements will be down to the assessment team, so I would definitely encourage you to share your plans with them as soon as you feel ready. In essence the assessment team are the ones to feed back on any plans you have and give you any information on where they feel you need to do more but they don't generally look at drafts at reports and so on unless they are in a near final stage. Where we come in the NSO is to provide feedback and comments on drafts and to provide what we hope are helpful suggestions to add value to your work. So in this case we would be able to look through the draft report and provide comments on that, some of which may of course feed into your plans of what to include in the report if we suggest additional material. This will hopefully then strengthen what you finally send to the assessment team.

I hope this helps and look forward to meeting you in a couple of weeks.

Best wishes,

[REDACTED]

[REDACTED] | Statistics
House | Tredegar Park | Newport | NP10 8XG
[REDACTED]

From: [REDACTED]

Date: 03/09/2014 17:32

Subject: RE: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED],

The attached action plan contains a brief summary on requirements 10 and 11, which I've outlined in a little more detail below. **In short, we'd like to sense check the following approach in advance with you to understand whether it seems sensible and likely to be acceptable to UKSA** (we'll also approach the UKSA however I understand they may not provide this sort of advice).

Background to requirements 10 & 11

- In line with the [ONS methodological note on analysis of variation in crime trends](#) in England and Wales we have collated equivalent evidence in Scotland, which had been planned for publication this summer.
- However in advance of doing that we provided the attached draft report (v4) to UKSA.
- The UKSA responded in their assessment report 288, with some helpful comments in requirement 10 and para 3.20, and also provided a related requirement 11 (and para 3.21):
 - o Requirement 10 - As part of the designation as National Statistics, the Scottish Government should a) publish the analysis comparing the police recorded crime statistics and the Scottish Crime and Justice Survey, and any other relevant sets of statistics and b) include a clear explanation about how this analysis could assess the scale of the gap between crimes recorded by the police and that experienced by the population resident in households, and the resulting impact on how users should interpret crime statistics^[1] (Requirement 10).
 - o Para 3.20 The Assessment team considers that this document is a starting point but it needs:
 - § an improved explanation for users about the quality of both sources
 - § clear information about the external scrutiny of the police recorded crime statistics and about the response rate for the SCJS
 - § information about the added value that can be achieved by analysing the two separate sets of statistics together
 - § to be more accessible to a wider range of users with improved use of charts and language.

o Requirement 11 - The Scottish Government publishes Recorded Crime in Scotland separately from the Scottish Crime and Justice Survey. The Scottish Government should: Bring the analysis and commentary of the two main sources of crime statistics together into a single published report (para 3.21).

o Para 3.21 *Recorded Crime in Scotland* is published annually; the SCJS estimates are published in a range of reports⁶⁷ every other year. *Results from the 2012/13 Scottish Crime and Justice Survey*⁶⁸ was published in March 2014 and *Recorded Crime in Scotland 2013/14* is scheduled to be published in October 2014. There is a risk that these separate publications, containing related statistics and potentially differing messages about crime, are not conducive to informed coverage and debate (for example about the incidence of, and trends in, crime) and could lead to public concern about the trustworthiness of the statistics. By presenting the two complementary sources of crime statistics separately, the Scottish Government risks user misinterpretation of the statistics, and it requires the public to readily distinguish between *recorded* crime and 'crime experienced' in media reports. As part of the designation as National Statistics, the Scottish Government should bring the analysis and commentary of the two main sources of crime statistics together into a single published report and present a coherent summary of crime based on both data sources⁶⁹ (Requirement 11).

Plans for addressing the requirements

There are a range of ways we could address these requirements, however having assessed options we are planning:

- i. for requirement 11, given the different frequencies of publication involved (recorded crime - annual, SCJS -biennial) we will publish a summary report that Brings the analysis and commentary of the two main sources of crime statistics together into a single published report. This report would be regularly updated (and published) upon the release of future statistics and highlighted/referenced/appended to future recorded crime and SCJS reports.
- ii. as requirements 10 and 11 cover similar territory we will make things as straightforward as possible for users by publishing one report to address requirements 10 and 11 together.

The new report will:

1. bring together summary data, analysis and commentary (from recorded crime and SCJS) on the:
 - overall number of crimes
 - trends in overall number crimes
 - breakdown in the number of crime by main crime type
 - trends in the number of crime by main crime type
2. include a range of material from the existing (attached) comparable crimes paper (and elsewhere, e.g. from existing SCJS reports) to:
 - highlight the differences in the two products
 - explain the strengths and weaknesses of each
 - explain why making direct comparisons between the two products is difficult
 - explain how we recommend doing this by looking at *Comparable crimes* (using *and extending* the analysis of comparable crimes in the attached paper).

Hope this all makes sense and look forward to seeing you in a couple of weeks when I can talk you through this and I'll hopefully have a some form of first draft of the planned report to share with you.

Kind regards,

[REDACTED]

[REDACTED]

Safer Communities Analytical Unit

[REDACTED]

From: [REDACTED]

Sent: 01 September 2014 12:17

To: [REDACTED]

Subject: RE: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED]

Many thanks for your reply. Re confirmation of timings, then letting us know this week is fine with us.

Yes, we will send you some material re requirements 10 and 11, in advance of the meeting.

On a related matter, and as you are aware, the Assessment Report also states that the “Scottish Government should, working with HMICS or other appropriate bodies, combine existing and new material into a coherent framework of assurance. Most of this material exists, or will be available once HMICS publish their next report examining the integrity of crime recording in Scotland; but is has not been incorporated into a coherent framework.”

For information, there are two references made to the “framework of assessment” in the Statement by the Head of Assessment and further references are made to a “framework”/“framework of assurance” in sections 1.2.3 and 1.2.8 of the report.

I understand that there is no standard template and that it is up to ourselves to consider, for this particular set of statistics, how best to bring together and publish the range of actions and evidence that we use to assure ourselves of the quality of the underlying data. We have been considering the range of material presented in the Exposure Draft Report *Quality Assurance and Audit Arrangements for Administrative Data* which was published by the Authority on 31 July 2014, and are developing a framework of assurance.

Again, would this be something which we could share with you and also discuss at our meeting on the 16th?

Kind regards

[REDACTED]

From: [REDACTED]

Sent: 29 August 2014 13:10

To: [REDACTED]

Subject: Re: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED]

Thanks for getting back to me so quickly. [REDACTED] have both put 16th September in our diaries. We're just sorting out a few logistics and then we'll know which flight to book so I'll confirm timings with you next week if that's okay.

We'd be very happy to discuss requirements 10 and 11 with you in addition to the other requirements we've already mentioned. Anything that you've mentioned that you can send through before the meeting will be extremely helpful.

I'll be in touch again next week regarding timings.

Best wishes.

[REDACTED]

[REDACTED] | Statistics
House | Tredegar Park | Newport | NP10 8XG

[REDACTED]

From: [REDACTED]

[REDACTED]

Date: 28/08/2014 12:39

Subject: RE: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED]

Many thanks for your reply.

Your offer for both yourself and [REDACTED] to come up to Edinburgh for a face to face meeting is much appreciated. I would agree that, in the first instance, it would certainly be beneficial to meet face to face.

In terms of a suitable date, could I suggest Tues 16th September? We are flexible re a morning or afternoon meeting on the 16th so happy to work around your preferred travel plans. For information, we are located in Victoria Quay which is in Leith, in the north of Edinburgh. However I suggest that we meet in St Andrew's House which is in the centre of Edinburgh (and is a more convenient location for us to meet). From the airport, you can take a tram or Airport link bus to the city centre (30-40 mins) followed by a 5-10 mins walk to St Andrew's House. However I will send you further details re location etc.

As well as discussing the requirements around commentary and the suggestion on presentation of graphs, I agree that it would also be helpful to discuss the requirements around user engagement and for you to offer some advice in relation to these. For information, we are currently planning a Crime Statistics User event on Monday 29th September. I will send you some more information on this event, in advance of our meeting.

In addition to these requirements, it would also be helpful if we could discuss requirements 10 and 11, which relate to the Scottish Crime and Justice Survey (SCJS).

We are developing plans to address requirements 10 and 11. However it would be helpful to get your views on how we are planning to address these requirements before we progress these plans more fully. I am copying in my colleague [REDACTED] who is taking the lead on these two requirements. Again, we can share our plans with you in advance of the meeting.

Kind regards

[REDACTED]

Justice Analytical Services
Scottish Government

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]

Sent: 28 August 2014 11:17

To: [REDACTED]

Subject: Re: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED],

Thanks for your email and for sending the links to the various documents. I've had a look through everything and have discussed with [REDACTED] from the Good Practice Team and we think that in the first instance it would be good for us to come and visit you for a face to face meeting, as we think this will be more beneficial for you than discussing things via phone or email. Whilst we are with you, as well as discussing the requirements around commentary and the suggestion on presentation of graphs, we can also discuss the requirements around user engagement and offer some advice in relation to these, if you think that would be helpful.

We've had a look at potential dates and are both available on 9th, 15th or 16th September if any of those would work for you. 8th September would also be a possibility but I have an appointment that day that I would need to re-arrange so would prefer to only consider that if none of the other dates would work for you. I realise these dates are all fairly soon but I'm on leave for a fortnight from 20th September and we thought it would be good to try and see you before I go.

On those days we could be reasonably flexible with timings as we could either fly up from Bristol the night before to come for a morning meeting with you and then we would have to leave mid-afternoon to get back for our return flight (depending obviously on exactly how far from the airport you are). Alternatively we could fly up from Cardiff in the morning and be with you for around lunchtime for an afternoon meeting. Our flight back then wouldn't be until 7.45pm so we would have the whole afternoon for discussions with you.

I'd be very grateful if you could get back to me as soon as possible to let me know if this sounds like a sensible plan to you and if any of these dates would work for you if so, and then Steph and I can get our flights booked straight away.

Best wishes,

[REDACTED]

[REDACTED] | Statistics
House | Tredegar Park | Newport | NP10 8XG

[REDACTED]

From: [REDACTED]

Date: 21/08/2014 16:57

Subject: UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

[REDACTED]

UK Statistics Authority - Assessment Report 288 – Statistics on Recorded Crime in Scotland

Further to my phone call this afternoon, thank you for offering to provide advice and support as we deliver the requirements within the above assessment report. As I mentioned, we have developed an Action Plan which identifies the actions which we plan to take forward to meet the requirements in the assessment report. We are also developing a “framework of assurance” which will takes account of the report, published by the Authority on 31 July, on *Quality Assurance and Audit Arrangements for Administrative Data*. We have also developed an action plan for a User Guide. I shall send you copies of these documents next week, after the meeting of our Steering Group on Tuesday 26th August.

We discussed how best we could take forward our joint working, re addressing the requirements and suggestions. We agreed that, in the first instance, I would send you a link to the latest publication *Recorded Crime in Scotland, 2012-13* as well as links to other related documentation. These links are provided at the foot of this email. As discussed, I am copying in the Good Practice team as you had mentioned that you would aim to speak with colleagues in that team before we speak next. I am also copying in my colleague [REDACTED], in Justice Analytical Services, who produces the Recorded Crime in Scotland statistical bulletin.

We can then perhaps consider the subset of requirements and suggestions where it might be best to focus our joint attention. You will be aware that there are requirements and suggestions related to commentary (Requirement 17) and to the presentation of graphical information (Suggestion 8) and it would be particularly helpful if you could consider these.

I would also like to highlight that following police reform on 1 April 2013, our next publication (due for publication in October 2014) will not include information on (legacy) police force areas.

It will continue to provide information at a national level as well as at a local authority level. For information, the [Police and Fire Reform \(Scotland\) Act 2012](#) brought together the eight former police forces, the Scottish Police Services Authority and the Scottish Crime and Drug Enforcement Agency into a single Police Service of Scotland from April 1, 2013.

Thank you once again for your offer of assistance. I look forward to hearing from you in due course, once you have had an opportunity to consider and discuss the requirements and suggestions within the assessment report, with your colleagues.

Kind regards,

[Redacted signature]

Justice Analytical Services
Scottish Government

[Redacted contact information]

[Redacted contact information]

Links to relevant documents/web pages:

Crime and Justice - Publications - Recorded Crime (web page)

<http://www.scotland.gov.uk/Topics/Statistics/Browse/Crime-Justice/PubRecordedCrime>

Latest statistical bulletin: Recorded Crime in Scotland, 2012-13

<http://www.scotland.gov.uk/Publications/2013/06/9697>

Crime and Justice - Data Sources and Suitability (web page)

<http://www.scotland.gov.uk/Topics/Statistics/Browse/Crime-Justice/DataSource>

Data Sources and Suitability (Recorded Crime)

<http://www.scotland.gov.uk/Topics/Statistics/Browse/Crime-Justice/DataSource/RecordedCrimeSandS>

Statement of Administrative Sources (Police Statistics)

<http://www.scotland.gov.uk/Topics/Statistics/Browse/Crime-Justice/AdminSourcesPolice>

Statement of Administrative Sources (Scottish Government)

<http://www.scotland.gov.uk/Topics/Statistics/About/StatementAdminSources>

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Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

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[1] In relation to Principle 4, Practice 2 of the *Code of Practice*

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- Recorded Crime - 2013-14 - User Guide - UKSA Version - 4 September 2014#2.docx